

**IDAHO BOARD OF SOCIAL WORK EXAMINERS**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Minutes of 10/16/2018**

**BOARD MEMBERS PRESENT:** Lynnet R Keeley - Chair  
Robert Payne  
Virginia K Dickman  
Dr. Donna Lynn Hatch  
Dr. Eleanor P Downey  
Dr. Joan M Cloonan

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Deputy Bureau Chief  
Julie Eavenson, Administrative Support Manager  
Marcie Rightnowar, Appeals Hearing Technician  
Joan Callahan, Legal Counsel  
Deborah Sexton, Management Assistant

**OTHERS PRESENT:** Delmar Stone, Executive Director – NASW  
Neal Davis, LCSW  
Afton Campbell  
Marcy Peters

The meeting was called to order at 9:00 AM MDT by Lynnet R Keeley.

**APPROVAL OF MINUTES**

Dr. Cloonan made a motion to approve the minutes of July 31, 2018. It was seconded by Dr. Hatch. Motion carried.

**LEGISLATIVE REPORT**

Ms. Cory said that the Bureau will be working on putting together legislative outreach meetings similar to the meetings last year with Board Members and Legislators. She said the Bureau would be reaching out to Board members in the next several weeks to see when they would be available to meet with legislators in their communities.

**INTERIM COMMITTEE: OCCUPATIONAL LICENSING & CERTIFICATION LAWS COMMITTEE**

Ms. Cory let the Board know that an email went out to the Board Member designated by each Board served by the Bureau letting them know that the Interim Committee has scheduled its next meeting on October 19. The public can log on to listen or

attend the meeting in person. If the Board's designee is not able to attend, the Bureau will update the Board on the work of the Committee.

## **FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$160,106.92 as of September 30, 2018.

## **DISCIPLINE**

Ms. Uranga presented SWO-2018-14 to members of the Board. Mr. Payne made a motion to close SWO-2018-14 with a letter of reprimand. It was seconded by Ms. Dickman. Motion carried.

Ms. Uranga presented a memorandum regarding case numbers SWO-2018-15, and SWO-2018-26. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Uranga presented Stipulation and Consent Orders in case numbers SWO-2018-9 and SWO-2019-1. Dr. Cloonan made a motion to approve the Consent Orders and allow the Board Chair to sign on behalf of the Board. It was seconded by Ms. Dickman. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case SWO-2018-17. Dr. Cloonan made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Dr. Hatch. Motion carried.

## **INVESTIGATIVE REPORT**

Ms. Rightnowar gave the investigative report, which is linked above.

## **FOR BOARD DETERMINATION**

Mr. Payne made a motion to approve the Bureau's recommendation and authorize closure in case numbers I-SWO-2017-21, I-SWO-2018-9, and I-SWO-2018-25. It was seconded by Dr. Downey. Motion carried.

Ms. Dickman made a motion to release B. Robb Redford from probation on October 25, 2018 in regard to case SWO-2017-20. It was seconded by Dr. Cloonan. Motion carried.

The Board reviewed the following supervision reports:

SWO-2014-25

SWO-2017-18

SWO-2017-19

## **OLD BUSINESS**

The Board reviewed the To Do List and no action was taken.

Dr. Downey updated the Board regarding disciplinary sanctions guidelines. Dr. Downey and Ms. Keeley will continue to work on guidelines and update the Board at the next meeting.

The Board reviewed the revised supervision plan applications that are required for obtaining clinical hours for clinical licensure. Mr. Payne made a motion to approve the applications as amended and to have Dr. Hatch review the amended copies before posting the applications to the web. It was seconded by Dr. Downey. Motion carried.

Dr. Downey briefly discussed ethical issues related to licensure. No further action was taken.

## **NEW BUSINESS**

### **CORRESPONDENCE**

The Board reviewed comments that were received regarding the proposed laws and rules and requested staff reply back to each comment as directed by the Board.

The Board reviewed its proposed rule in regard to the social work registry based on information that ASWB may change the name of the registry. Mr. Payne made a motion to make the appropriate change to the proposed rule as discussed by the Board, and to submit it as pending with just the one change unless additional comments are received by the comment deadline. If comments are received the Board Chair will be contacted to determine if a conference call needs to be scheduled. It was seconded by Dr. Cloonan. Motion carried.

The Board reviewed the Association of Social Work Boards (ASWB) proposed bylaws. Mr. Payne made a motion to direct Ms. Keeley as the delegate to vote based on the Board's discussion but to have the flexibility to modify that vote if additional information is presented at the meeting which she feels would have changed the Board's position. It was seconded by Dr. Downey. Motion carried.

The Board discussed who to vote for with regard to the ASWB slate of officers. However, information was not available on the slate. The Board will schedule a conference call once the slate becomes available.

The Board reviewed correspondence from Neal Davis regarding the elements of the new YES program developed by the Department of Health and Welfare for the state of Idaho. Mr. Davis addressed the Board via phone regarding his concerns. No further action was taken.

The Board reviewed correspondence from Jenny Kuderer regarding a social work program that is in the Council on Social Work Education (CSWE) candidacy phase. The Board requested staff reply back directing Ms. Kuderer to Rule 100.

The Board reviewed correspondence from Myra Phillips-Lockhart requesting approval to provide one teletherapy session that would focus on transition. The Board confirmed she would need a full license to provide teletherapy to a client that resided in Idaho. No further action was taken.

Mr. Payne addressed the Board regarding the possibility of school social workers not having to hold a license and would follow up if additional information became available. No further action was taken.

## **EXECUTIVE SESSION**

Ms. Dickman made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Dr. Cloonan. The vote was: Mr. Payne, aye; Dr. Hatch, aye; Dr. Cloonan, aye; Dr. Downey, aye; Ms. Dickman, aye; and Ms. Keeley, aye. Motion carried.

Ms. Dickman made a motion to come out of executive session. It was seconded by Dr. Downey. The vote was: Mr. Payne, aye; Dr. Hatch, aye; Dr. Cloonan, aye; Dr. Downey, aye; Ms. Dickman, aye; and Ms. Keeley, aye. Motion carried.

## **APPLICATIONS**

Mr. Payne made a motion to approve applicant 901161058 for examination. It was seconded by Dr. Cloonan. Dr. Hatch abstained. Motion carried.

Ms. Dickman made a motion to approve applicant 901161890 for examination. It was seconded by Dr. Downey. Motion carried.

The Board discussed the process for applications that were received with a criminal history. Dr. Downey made a motion to designate the Board Chair and one other Board member to review the applications in order to make a determination as to whether or not the applicant needed to personally appear before the Board. It was seconded by Dr. Cloonan. Motion carried.

## **EXECUTIVE SESSION**

Dr. Downey made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider

license application materials. It was seconded by Dr. Cloonan. The vote was: Mr. Payne, aye; Dr. Hatch, aye; Dr. Cloonan, aye; Dr. Downey, aye; Ms. Dickman, aye; and Ms. Keeley, aye. Motion carried.

Dr. Cloonan made a motion to come out of executive session. It was seconded by Ms. Dickman. The vote was: Mr. Payne, aye; Dr. Hatch, aye; Dr. Cloonan, aye; Dr. Downey, aye; Ms. Dickman, aye; and Ms. Keeley, aye. Motion carried.

## **APPLICATIONS**

Ms. Dickman made a motion to table applicant # 901138024 pending receipt of additional information. It was seconded by Dr. Cloonan. Dr. Downey abstained. Motion carried.

Ms. Dickman made a motion to deny the request for reconsideration for applicant # 901160766. It was seconded by Dr. Downey. Motion carried.

Dr. Downey made a motion to approve applicant # 901058813 pending receipt of additional information. It was seconded by Dr. Cloonan. Motion carried.

Dr. Downey made a motion to table applicant # 901144840 pending receipt of additional information. It was seconded by Dr. Hatch. Motion carried.

Dr. Downey made a motion to approve applicant # 901055299 pending receipt of additional information. It was seconded by Dr. Hatch. Motion carried.

**NEXT MEETING** was scheduled for January 22 and 23, 2019 at 9:00 AM MST.

## **ADJOURNMENT**

Dr. Downey made a motion to adjourn the meeting at 4:00 PM MDT. It was seconded by Dr. Hatch. Motion carried.

---

Lynnet R Keeley, Chair

---

Robert Payne

---

Virginia K Dickman

---

Dr. Donna Lynn Hatch

---

Dr. Eleanor P Downey

---

Dr. Joan M Cloonan

---

Tana Cory, Bureau Chief